



Douglass Park Family Center

SCHEMATIC DESIGN REPORT

DECEMBER 14, 2012



MOODY•NOLAN
RESPONSIVE ARCHITECTURE

DOUGLASS FAMILY CENTER

WELCOME



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Introduction

This 75% Schematic Design is the first step in a design process that will include completing the Schematic Design and moving forward to Design Development, Construction Documents, Bid Documents and finally Construction of the new family center. Each phase will see more detail in the design of the building and a more developed Cost Opinion up to the actual bidding of the project. The intent of this first step was to work with the staff of Indy Parks, and the staff of the Douglass Family Center to create a program and a preliminary cost estimate. The Indy Parks and Moody Nolan Team also held two open community meetings to inform the public of the study, and walk them through the process. From these public meetings our Team received feedback, to which our Team responded by incorporating some of the public's ideas and concepts within the design seen in this 75% Schematic Design Report.

Moody Nolan would like to give acknowledgement and special thanks to Andre Denman, Principal Park and Greenway Planner, Don Colvin Jr., Deputy Director, Ben Jackson, Senior Park Planner, the Douglass Family Center staff and the entire Indy Parks staff and volunteers for the development of this report.

Narratives

Location and Brief History

Douglass Park is a community park located in the near east side of Indianapolis at Andrew J. Brown and East 25th Street. The 43 acre park was established in 1921 and is located in the Martindale-Brightwood Community. A swimming pool was added in 1927. Martindale in the late 19th and throughout the 20th Century was a segregated community for African-Americans, which is still reflected in the predominantly African-American population you see in the area today. Brightwood was settled by European immigrants, mostly German, Irish, British and their recent descendants in the late 19th and through the mid-20th Century. All these groups were attracted to the area by work created by several rail roads and industries that had developed mostly in the Brightwood community. By the 1960's the European-American families began to migrate out of Brightwood, a void filled by African-Americans.

After WWII and through the 1960's, Martindale experienced a growth in lower-middle to middle class African-American families, which in turn created greater and more diverse recreational demands on Douglass Park and its community center. A nine hole golf course on the north-east part of the park was established, a new swimming pool was built to replace the old one and some minor renovations to the existing family center were some of the improvements completed to meet these new demands. During this period Douglass Park became very popular and well used city wide, especially by those in the African-American community. Community meetings, popular city basketball games and traditional family gatherings were just a few of the heavy uses for the park and the center.

Although the Martindale-Brightwood area experienced economic decline from the 1970's and on, as did many urban areas nationally, in more recent years a positive turn in the community is clearly evident. Recent infusion of new, middle-income homes and younger families hold new promise for the community. Newer small businesses, churches and greater racial diversity all point to a resurgence for the area. This is increasing demand for updated recreational needs as well as a location for community and health services.

Site Development

VEHICULAR CIRCULATION

The majority of vehicular traffic will access the site from East 25th Street, with light traffic coming from the north along Ralston Street. The existing parking lot will be demolished and replaced with a larger, 100 space, more efficient lot. A green space along Ralston will create a buffer between the lot and new Center from the homes located on the east side of Ralston. The existing building will also be demolished and the new building pulled further west, again creating a greater separation from the homes along Ralston. This is in response to a long standing complaint of the residents. Although they like being near the park, they often objected to the Center being too close to their homes. The playground will also be pulled a bit further into the park, but will be located on the site in a manner that it still can be seen from 25th Street and from the new parking lot. There will also be an improved visual connection from the Center itself to the playground.

PEDESTRIAN CIRCULATION

Most pedestrians will come from the heavily residential areas from the north, east and south of the Douglass Family Center. Currently, fewer users are coming from the less dense residential area to the west, across Andrew J. Brown, but this could change if new housing replaces many of the abandoned lots. Most children will come from the east and south where the demographically younger families are. There is an issue of a lack of paved walks off-site on the north side of 25th Street and the west side of Ralston.

By moving the Center deeper into the park, the design will integrate the existing trail system and the new Douglass Family Center. This will create a safer environment for pedestrians and greater opportunity for interaction between the Center and the users of the trail system. The new location will generate more interaction for the users between the existing outdoor sports fields and the new Center. The rest room facilities and any borrowing of sports equipment will be enhanced by the new location without interfering with the functions of the fields. With the indoor track being so visible to those either walking or driving by, the Center should encourage users of the trail to make walking a year round, all weather activity.

Design Features

LOBBY

The main entry is oriented toward the east and can be easily identified from 25th Street. It will be very evident as an entry to both pedestrian and vehicular visitors. The control station is identifiable in the open lobby area, and is very approachable. The lobby is designed as a waiting/gathering space with easily recognizable way finding to the building's various activities. There is a locally famous mural of Fredrick Douglass, the Center's namesake, which is currently on the back of the existing building. This mural will be accurately reproduced in full scale inside the lobby and will also be visible through the large exterior glazing at the entry. The mural ties into the history of the park and is a wonderful introduction to the pride the residents have of the park for all who will visit and use the facility. The control station's location gives a minimal staff a large visual and auditory control of the building. The atrium above the station allows the staff to not only see who is accessing the second level, but allows some monitoring of the activities on the second level.



The welcome desk is adjacent to the most sensitive spaces that will require the most monitoring, the Computer Lab, Conference Room, Offices and Gaming. The central control point of the center can accommodate multiple computer workstations; including point-of-sale computer cash drawer and user pass verification. The counter has a visual connection to the entry doors, the lobby, key corridors, the recreation activity corridor and many recreation activity spaces in the center. The control desk connects to the administrative offices and also functions as the equipment checkout for items such as basketballs, volleyballs, table tennis paddles and balls, etc.



ADMINISTRATIVE OFFICE SUITE

The Douglass Park Family Center's program and supervisory staff will be housed in an office suite located immediately off the lobby with connection to the Welcome Desk.

A combination of private offices and open workstations will comprise the suite. Included in the office suite is a workroom for office equipment and files and a conference room that accommodates up to twelve, with access from the lobby for small community meetings in the evening.

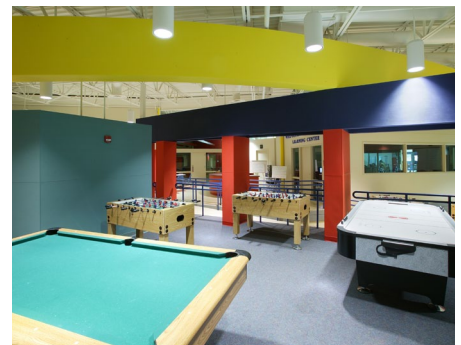


COMPUTER CLASSROOM

A general-purpose classroom with casework and secure storage for computers is located adjacent to the Welcome Desk. The entire center will have wireless internet access.

GAME ROOM

Located just off the lobby this highly visible and acoustically separated space will be used by youth and adults playing table games, table tennis, and foosball or competing in play station games. The game room can be used for teaching youth in a supervised setting the rules and techniques of many games.



ARTS & CRAFTS STUDIO

The Arts & Crafts studio will be used by all ages and will include secure casework with accessible storage for materials and supplies. The outside wall with northern exposure will have large windows with views to the surrounding park and abundant natural light. The Arts and Crafts studio will connect to an outside patio for expanded arts program activities.



COMMUNITY HALL

The multi-purpose Community Hall may be divided into two spaces with a high quality operable wall. The dividable multi-purpose Community Hall has durable higher end finishes and materials. Large windows in the room offer views into the park. The multi-purpose community hall will have a stage on one end with quality audio and video technology and will be able to be darkened for presentations. Variable lighting and 12' to 15' high ceilings create a grand and comfortable venue to host events from receptions and community special events to senior adult lunch programs and community meetings. The multi-purpose Community Hall is connected to the catering/demonstration kitchen. The entry lobby will serve as a pre-function gathering space for the multi-purpose Community Hall rooms.



CATERING & DEMONSTRATION KITCHEN

The kitchen is designed to primarily provide counter areas for food arrangement and service by caterers. A refrigerator and freezer, three compartment sink, dishwasher and warming cupboards will be located in the kitchen. Residential scale appliances may be installed to allow the space to function as a demonstration kitchen for nutrition classes. The kitchen is adjacent to the community hall and the service and receiving area.





FITNESS AREA

The ground level fitness area will have views into the gym and up to the elevated walk/jog track. The large open space will accommodate cardio equipment, selectorized machines, free weights and stretching. Adjacent to the Fitness Floor is an evaluation room for private consultations for personalized fitness programs.

WELLNESS ROOM

This room will serve as a consultation and resource area for a variety of health and wellness related programs. It is adjacent to the fitness area and off the main corridor.

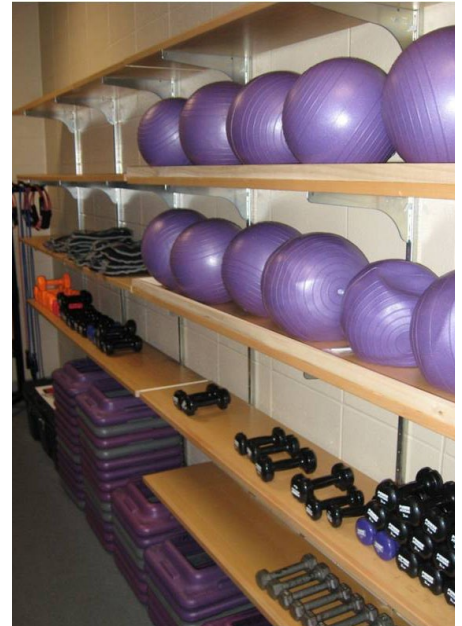
ELEVATED WALK / JOG TRACK

The elevated track will physically and visually connect multiple spaces within the center. It is elevated above the gymnasium and soars through the lobby with access from the upper group exercise/dance studio and small multipurpose room. The three-lane track is both an active physical space as well as a social space. The track's length will be approximately 1/12 of a mile.



GROUP EXERCISE & DANCE STUDIO

This studio space located on the mezzanine level has a resilient wood floor, good sound system, mirrors and cubbies for personal items and an acoustical separation from the rest of the fitness area. Activities in this multifunctional space can range from step aerobics and yoga to Lamaze classes and line dance lessons.



MULTI-PURPOSE ROOM

This upper level multi-purpose room can host a wide variety of leisure classes and programs. It will accommodate 75+ participants in theatre style seating, 50 at tables and chairs and 25 in seminar seating.

GYMNASIUM

The two court gymnasium will have two full size high school basketball courts at 84' x 50' with 8' safety zones around each court and can accommodate two volleyball courts and badminton courts. The space will be dividable with a drop down curtain. Retractable bleachers can accommodate 100+ spectators.



LOCKER ROOMS

The male and female locker rooms serving the entire facility are located on the entry level. There is direct access to the main corridor from the locker rooms. The locker rooms will have two shower stalls, variable sized lockers and toilets. Grooming stations are located in the locker rooms with adequate electrical outlets for hairdryers.

FAMILY AND/OR COMPANION ASSIST CHANGING ROOM

The changing room will have a toilet, a sink and a shower stall. The lockers for this changing area are located outside the changing rooms.

OUTSIDE ACCESS RESTROOMS

Lockable restrooms with no interior access will serve the park and playground patrons in the Family Center area of Douglass Park.

MECHANICAL AND BACK-OF-HOUSE SPACES

Adequate and appropriate mechanical space will be distributed throughout the center to maintain the comfort and safety of guests and staff. Specific storage areas have been identified within the program and are distributed throughout the facility. Janitor closets and housekeeping electrical outlets have been planned for ease of facility management. A loading and receiving area is located adjacent to the MP Community Hall and related service yard.



Architectural Program / Probable Cost Opinion

Architectural Program / Probable Cost Opinion

7/23/12

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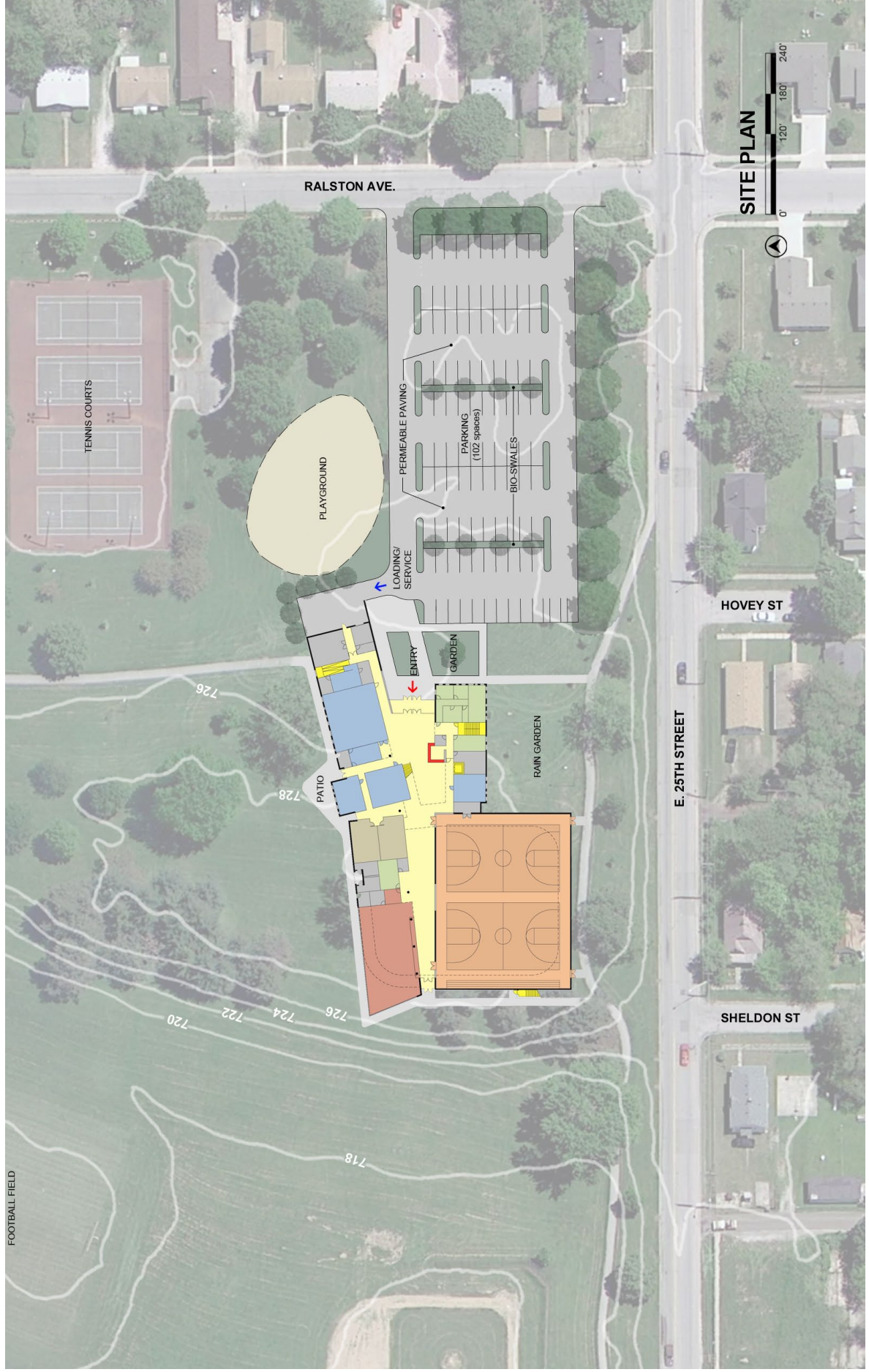
PROGRAM SPACE	NOTES:	ACTIVITY SPACES (NSF)	COST BASIS/ SF	BUDGET COST
CORE LOBBY/ENTRY				
Vestibule	single primary entry	100	\$200	\$20,000
Lobby/Lounge/Gallery	display cases; mural reproduced; MP Rm pre-function	1,500	\$200	\$300,000
Welcome Desk	part of lobby area adjacent to offices	100	\$200	\$20,000
Subtotal Core Lobby Spaces		1,700		\$340,000
FITNESS				
Fitness Area	Cardio/Selectorize/Free Weights (55 - 60 sf @ workout station) 50 workout stations	3,000	\$200	\$600,000
Storage	share between fitness & dance studio	250	\$175	\$43,750
Fitness Evaluation	private consultation space	120	\$200	\$24,000
Meeting/Dance/Studio	55 - 60 sf @ participant	1,000	\$200	\$200,000
Elevated Track	3 lane; 1/10 mile (may vary on final plan)	5,280	\$150	\$792,000
Subtotal Fitness		9,650		\$1,659,750
LOCKER ROOMS				
Male Locker room	2 shower stalls/variable size lockers	600	\$200	\$120,000
Female Locker room	2 shower stalls/variable size lockers	600	\$200	\$120,000
Uni-sex Toilet + Shower	8' x 8'	75	\$200	\$15,000
Subtotal Locker Rooms		1,275		\$255,000

PROGRAM SPACE	NOTES:	ACTIVITY SPACES (NSF)	COST BASIS/SF	BUDGET COST
PROGRAM ACTIVITY SPACES				
Multipurpose Meeting & Class Room + Stage	dividable, integrated technology; higher end finishes	2,000	\$200	\$400,000
Multi-purpose Meeting /Class Room 2	locate on upper level	1,000	\$200	\$200,000
MP Room Storage	20% of MP Rm for tables & chairs storage	200	\$175	\$35,000
Game Room	transparency for visual supervision	700	\$200	\$140,000
Arts Room	natural light	500	\$200	\$100,000
Computer Lab	wi fi reduces need; kiosk instead?	500	\$200	\$100,000
Program Storage	may be distributed in center (1/2 with outdoor access for summer programs)	400	\$175	\$70,000
Kitchen	catering, concession & nutrition classes: not commercial	300	\$200	\$60,000
Subtotal Program Activity Spaces		5,600		\$1,105,000
GYMNASIUM				
Gymnasium	84' x 50' + 8' safety zones w/ divider curtain	12,000	\$200	\$2,400,000
Bleachers in Gym	3 tier bleachers (fixed or retractable)	640	\$200	\$128,000
Storage		150	\$175	\$26,250
Subtotal Gymnasium		12,790		\$2,554,250
OFFICES				
Senior Park Manager	Private Office/safe	120	\$200	\$24,000
Assistant Park Manager	Private Office	100	\$200	\$20,000
Recreation Instructors	Multiple workstations (?) internal personal lockers for staff, security camera/monitors	300	\$200	\$60,000
Workroom	copier, server, printer, work table	200	\$200	\$40,000
Wellness/Healthcare	adjacent to both office suite & fitness	300	\$200	\$60,000
Conference Room	access from offices & free zone	250	\$200	\$50,000
Storage		50	\$175	\$8,750
Subtotal Office Suite		1,320		\$262,750

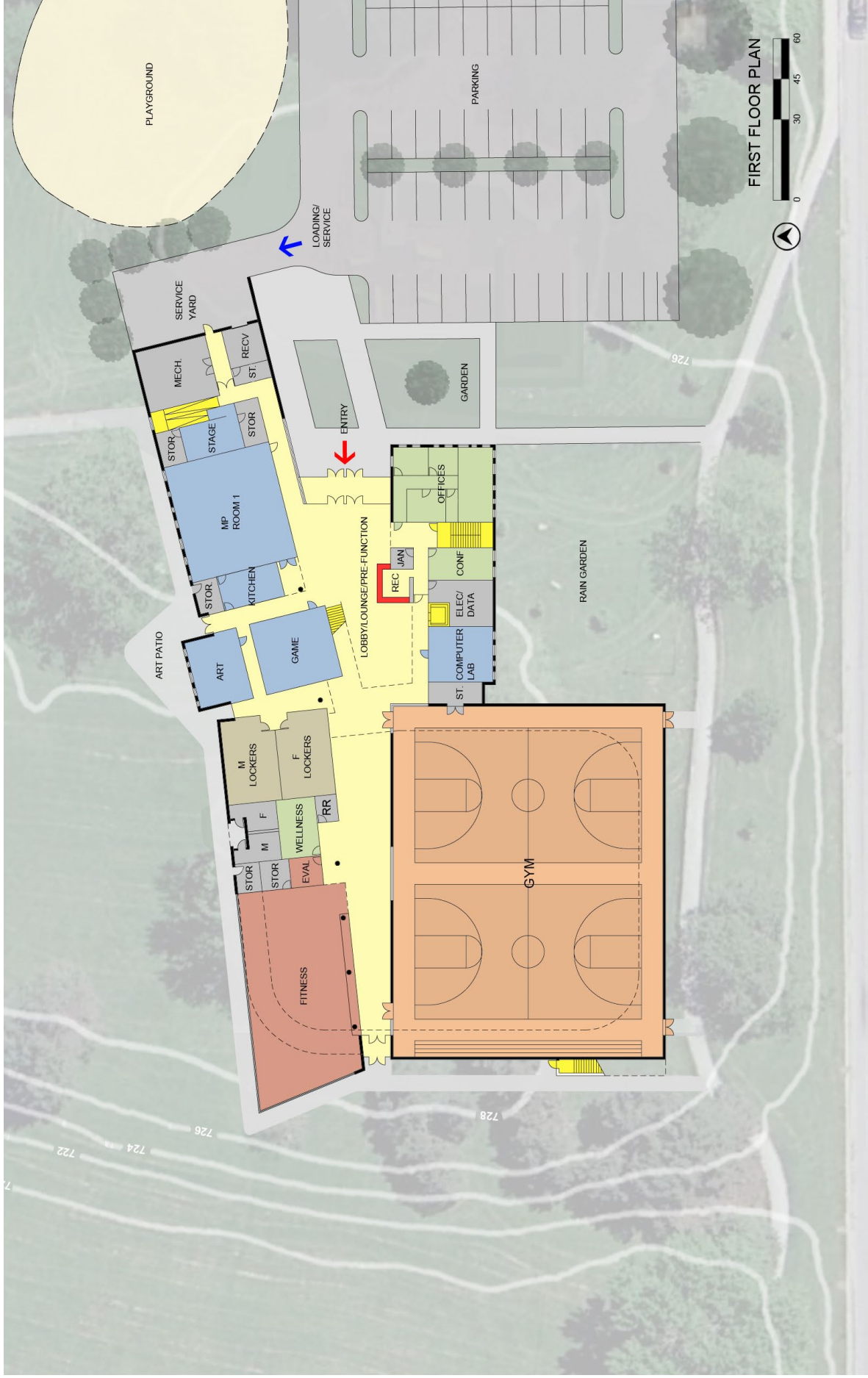
PROGRAM SPACE	NOTES:	ACTIVITY SPACES (NSF)	COST BASIS/SF	BUDGET COST
MECHANICAL SYSTEMS				
Security system/Cameras	Lump sum? TBD; monitors in office area		\$175	
Receiving		200	\$175	\$35,000
Storage	custodial & maintenance equipment	150	\$175	\$26,250
Subtotal Mechanical Spaces		350		\$61,250
Subtotal TOTALS	assigned space only	32,685		\$6,238,000
CIRCULATION, WALLS, TOILETS & MECHANICAL SYSTEMS	73% Efficiency; restrooms with outside access	12,089	\$200	\$2,417,795
DESIGN CONTINGENCY	5%			\$311,900
PARK FEATURES				
Playground	may need to move or be replaced			\$250,000
Site Lighting	replace that which is disturbed; add for new building & parking			
Salvage Mural Wall/shelter	explore opportunities			
Landscaping & Hardscape	8% of GSF cost			\$717,416
PARKING				
Additional Spaces Needed	porous pavement # will be determined by city code; @ \$700	100		\$70,000
TOTAL CONSTRUCTION	Gross Square Feet	44,774		\$10,005,110
SOFT COSTS				
Architects & Engineers fees; construction contingency; technology allowance	all estimated % based on construction cost 15% of construction costs			\$1,500,767
FF&E	5% of construction costs			\$500,256
DEMOLITION	Demolition of existing building, basement and foundation and fill.	lump sum estimate		\$350,000
TOTAL PROJECT COSTS				\$13,393,548

Schematic Design Drawings

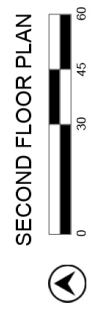
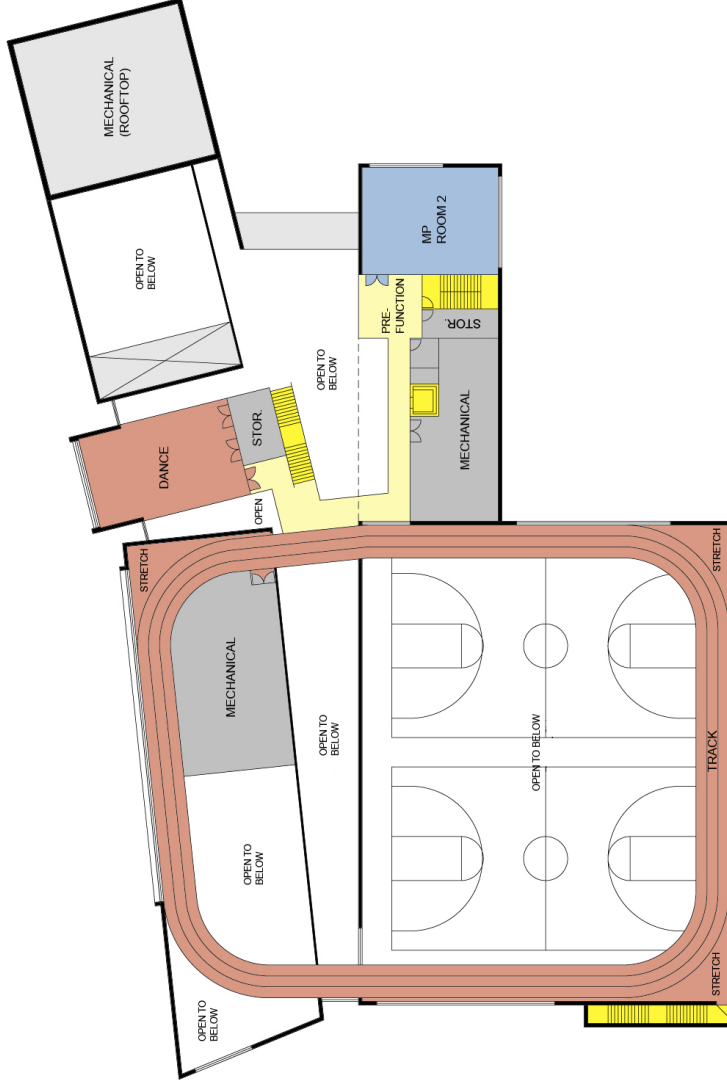
Site Plan



First Floor Plan



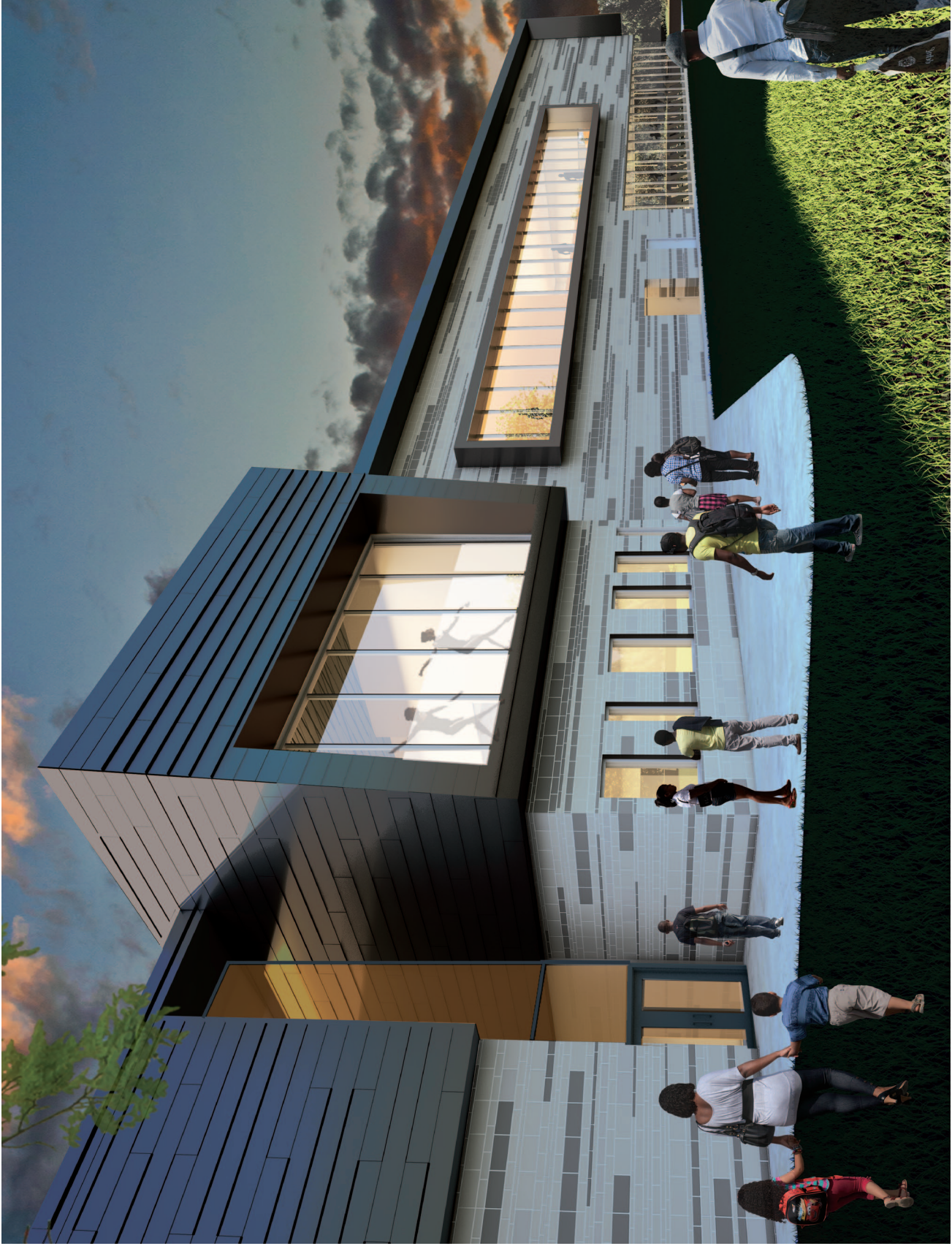
Second Floor Plan



Renderings

















Meeting Minutes

MEMORANDUM

MEETING NO.	002	ATTENDEES		
DATE	February 28, 2012	Andre Denman	Ben Jackson	
PROJECT	Indy Parks & Recreation Douglass Family Center	John Pearson	Janet Jordan	
PROJECT NO.	R11633	Esop McNair	Miguel Gonzalez	
PROJECT PHASE	Schematic Design	Logan Thrush		
LOCATION	MNI - Indianapolis			
PREPARED BY	ENM			

The following items were discussed during the meeting:

1. Design Team presented design progress
 - a. Site Analysis
 - i. Pedestrian flow
 - ii. Vehicular flow
 - iii. Combination flow
 - b. Schematic schemes
 - i. Shift (Scheme 1)
 1. Site Plan
 2. First Floor Plan
 3. Mezzanine Plan
 - ii. Arc (Scheme 2)
 1. Site Plan
 2. First Floor Plan
 3. Mezzanine Plan
 - iii. Compact (Scheme 3)
 1. Site Plan
 2. First Floor Plan
 3. Mezzanine Plan

2. Design Team opened the floor for comments and questions
 - a. Shift (Scheme 1)
 - i. Likes (Indy Parks & Recreation Team)
 1. Fitness room location
 - a. View to park possibly being all glass
 2. Playground location
 3. Main Entry
 - a. Lobby/Control Desk location
 - i. Ability to see everything
 - ii. Dislikes (Indy Parks & Recreation Team)
 1. Gyms must be together (side by side preferred)
 - iii. Solution(s) – Ideas – Comments
 1. Provide sightline to playground from parking
 2. Bend Gyms slightly at Fitness/Gym location
 - a. This bend would make a strong statement from East 25th Street
 3. Provide an extra Multi-Purpose rooms (if possible)
 4. Possibly combine Shift and Arc schemes
 - b. Arc (Scheme 2)
 - i. Likes (Indy Parks & Recreation Team)
 1. Overall design
 2. Fitness Room location
 3. Elevated walking/running track over Fitness
 - a. Park view from track
 - ii. Dislikes (Indy Parks & Recreation Team)
 1. Stage location in Multi-Purpose Room
 2. Open to Multi-Purpose
 - a. Provide ceiling
 3. Playground location
 - iii. Solution(s) – Ideas – Comments
 1. Provide site line to playground from lobby
 2. Provide two Multi-Purpose rooms (if possible)
 3. Move stage and storage location to west wall

- c. Compact (Scheme 3)
 - i. Likes (Indy Parks & Recreation Team)
 - 1. Fitness room location
 - a. Additional fitness upstairs
 - i. Fitness room upstairs must be not disturb guest below
 - ii. Dislikes (Indy Parks & Recreation Team)
 - 1. Playground location
 - a. Too close to the parking lot
 - b. Conflicting zone
 - i. Elderly walking thru playground to main entry
 - c. Outside patio
 - i. No outside events will happen at this location
 - d. No outside Stage
 - i. Concert series won't occur at this location
 - 2. Open to Multi-Purpose
 - a. Throw things
 - b. Disrupt meetings/Distract guests
 - iii. Solution(s) – Ideas – Comments
 - 1. Provide sightline to playground from lobby
 - 2. Provide two Multi-Purpose rooms (if possible)
 - 3. Provided best locations for digital copy of existing mural locations
 - a. Interior South Wall of Multi-Purpose room (view from exterior)
 - b. East Wall of Multi-Purpose room
- d. Elevator big enough to accommodate large equipment & medical gurney
- e. Multi Purpose
 - i. Do not place Multi-Purpose upstairs
 - ii. Events
 - 1. Eastside Reunion (Biggest Event)
 - 2. Birthday parties
 - 3. Family reunions
 - 4. Wedding receptions
 - 5. Public meetings
 - 6. Funeral gatherings

- f. Playgrounds
 - i. Playground is age zoned
 - 1. Playground Contractors
 - a. Landscape Structures & Playtime
 - ii. Playground supervision from inside building is not required
 - iii. Provide a shelter/covered sitting area for parents
 - 1. Extension of the building or similar to building?
 - iv. Most parents watch children from car
 - v. Shift (Scheme 1) playground had the best location
 - g. Roofs
 - i. Single pitched roofs
 - ii. Green roofs
 - h. Building to be "Green"
- 3. Design Team presented options and ideas to preserve existing mural
 - a. Mural divorced from the building (Andre)
 - i. Placement to be between parking lot and East 25th Street
 - b. Internal reproduced digitalized image (MNI)
 - i. Placement inside the building near lobby area but viewable from the exterior
 - 4. Design Team to provide two new schematic design options with changes and comments from meeting
 - 5. Next meeting to take place tentatively March 20th, 2012, 10:00 am to 12:00 pm

The above information constitutes my understanding of the meeting on the date listed. If anyone has any additions or corrections, please contact me immediately. Any corrections will be added to the next set of meeting minutes. These meeting notes with any corrections tendered, serve as the official record of this meeting.

CC:

MEMORANDUM

MEETING NO.	003	ATTENDEES		
DATE	March 20, 2012	Andre Denman	Dan Stegemoller	Janet Jordan
PROJECT	Indy Parks & Recreation Douglass Family Center	Ben Jackson	Dominic Cornett	Miguel Gonzalez
PROJECT NO.	R11633	Lori Hazlett	Kimberly Campbell	Logan Thrush
PROJECT PHASE	Schematic Design	Anthony G. McDaniel	Linda Koontz	Esop McNair
LOCATION	MNI - Indianapolis	Allen McClendan	Tom Weidenbach	
PREPARED BY	ENM	Bill Scott	John Pearson	

The following items were discussed during the meeting:

1. Introductions
2. Agenda
 - a. Discuss past meeting presentations
 - b. Finalize a scheme/floor plan to present at next public meeting
3. Design Team reviewed and explained past meeting Power Point design concepts
 - a. Site Analysis
 - i. Pedestrian flow
 - ii. Vehicular flow
 - iii. Combination flow
 - b. Schematic schemes
 - i. Shift (Scheme 1)
 1. First Floor Plan
 - ii. Arc (Scheme 2)
 1. First Floor Plan
 - iii. Compact (Scheme 3)
 1. First Floor Plan
 - c. Finalize Location and Design to One Floor Plan
 - i. Show all locations
 1. Explanations of why each location won't work
 - a. Cons
 - i. Low drainage
 - ii. Future growth a problem in certain locations
 - iii. Existing growth of park concerns
 2. Add North of pool location to slide presentation

4. Design Team presented Shift Scheme Floor Plan
 - a. Shift (Scheme 1)
 - i. Site Plan
 - ii. First Floor Plan (Enlarged)
 - iii. Mezzanine Plan (Enlarged)
 - b. Pros
 - i. Track open to gym and active spaces
 - ii. Synergy between all spaces
 - iii. Opening views to exterior from track
 - iv. Playground location
 - v. Main Entry
 1. Lobby/Control Desk location
 - a. Ability to see everything
 - c. Cons
 - i. Parking for 60 cars is not sufficient
 - ii. Loading/receiving
 - iii. Locker Rooms to be separate from rest rooms
 1. If access from exterior occurs
 - iv. Noise level of support areas
 1. Hallway separates spaces to reduce noise
 2. Noise can and will be handled/controlled
5. Design Team presented Arch Scheme Floor Plan
 - a. Arc (Scheme 2)
 - i. Site Plan
 - ii. First Floor Plan (Enlarged)
 - iii. Mezzanine Plan (Enlarged)
 - b. Pros
 - i. Track open to gym and active spaces
 - ii. Synergy between all spaces
 - iii. Open views to park from track
 - iv. Open views to spaces below
 - v. Playground location
 - vi. Main Entry
 1. Lobby/Control Desk location
 - a. Ability to see everything

c. Cons

- i. Parking for 60 cars isn't sufficient
 - 1. Owner needs 120 parking spots
 - a. Design Team to extend parking as much as possible
- ii. Locker Rooms to be separate from rest rooms
 - 1. If access from exterior occurs
- iii. Noise level of support areas
 - 1. Hallway separates spaces to reduce noise
 - 2. Noise can be handled and controlled
- iv. Kitchen close to wellness
 - 1. Healthy eating and nutrition classes won't happen at this location
- v. Site line to tennis courts is a general practice
- vi. Large Gym along 25th street
 - 1. Neighborhood view of park blocked by large gym
 - a. Soften the edges – architecturally

6. Design Tem presented Sketchup model

- a. Shift (Scheme 1)
 - i. Nice entry point
 - ii. Views to park
 - iii. Possibly move support to delivery area
 - iv. Approachable atrium area
 - v. Re-digitalize mural to front of building
 - 1. Task lighting
 - vi. Building design embraces park
 - vii. Atrium provides flexibility
 - viii. School groups orient to building
- b. Arc (Scheme 2)
 - i. Likes the exterior art plaza
 - 1. Incorporate into the Shift scheme
 - ii. Visual connection from the street
 - iii. Activity zones are enhanced

7. Design Team opened the floor for comments and questions
 - a. Shift (Scheme 1)
 - i. Likes (Indy Parks & Recreation Team)
 1. Fitness room location
 - a. View to park possibly being all glass
 2. Design makes tennis courts visible from building
 3. Parking lot welcomes people to the building
 4. Digitalized reproduction of Mural relocation idea
 - ii. Dislikes (Indy Parks & Recreation Team)
 1. Gyms must be together (side by side preferred)
 2. Stage location
 3. Parking lot count
 - iii. Solution(s) – Ideas – Comments
 1. Provide sightline to playground from parking
 2. Position gyms slightly away from street if possible
 - a. This would make a strong statement from East 25th Street
 3. Soften edges of building
 4. Provide an extra Multi-Purpose rooms (if possible)
 5. Possibly combine elements from Shift and Arc schemes
 6. Parking lot count
 - a. Create more parking spaces
 - i. Design team to look at creating 90 spaces
 1. Site drainage
 - a. Where?
 7. Bio-swales?
 8. Permeable surfaces?
 - a. Design team to investigate cost estimate of the above solutions/ideas
 - b. Arc (Scheme 2)
 - i. Likes (Indy Parks & Recreation Team)
 1. Overall design
 2. Fitness Room location
 3. Elevated walking/running track over Fitness
 - a. Park view from track
 4. Digitalized reproduction of Mural relocation idea
 - ii. Dislikes (Indy Parks & Recreation Team)
 1. Stage location in Multi-Purpose Room

- 2. Open to Multi-Purpose
 - a. Provide ceiling
- 3. Playground location
- iii. Solution(s) –Ideas – Comments
 - 1. Provide sightline to playground from lobby
 - 2. Provide two Multi-Purpose rooms (if possible)
 - 3. Move stage and storage location to west wall
 - 4. Architectural detailing of wall
 - a. New mural relocation area
- c. Roofs
 - i. Green roofs
- d. Building to be “Green” & sustainable
- 8. Design Team presented options and ideas to preserve existing mural
 - a. Internal reproduced digitalized image (MNI)
 - i. Placement inside the building near lobby area but viewable from the exterior
- 9. Design Team to provide one new schematic design options with changes and comments from meeting
 - a. Move forward with Shift Scheme
 - i. Provide pros and cons for public meeting discussion from residents of the community
 - ii. Provide sketchup model for public meeting viewing
 - 1. Polish it up
 - b. Anticipate questions
 - i. Strong points and counter arguments for surrounding community
 - c. Provide debriefing of new city council men
 - d. Share design intent and sketches with Andre Carson
 - i. Explain schemes are still in the development phases
 - 1. Will help with fundraising
- 10. Next meeting to take place tentatively the week of July 9th, 2012, Time: Date and time: TBD by Owner

The above information constitutes my understanding of the meeting on the date listed. If anyone has any additions or corrections, please contact me immediately. Any corrections will be added to the next set of meeting minutes. These meeting notes with any corrections tendered, serve as the official record of this meeting.

CC:

MEMORANDUM

MEETING NO.	004	ATTENDEES		
DATE	May 23, 2012	Donald A. Colvin Jr.		
PROJECT	Indy Parks & Recreation Douglass Family Center	Andre Denman		
PROJECT NO.	R11633	John Pearson		
PROJECT PHASE	Schematic Design	Esop McNair		
LOCATION	MNI - Indianapolis	Janet Jordan		
PREPARED BY	ENM	Miguel Gonzalez		

The following items were discussed during the meeting:

1. Introductions
2. Agenda
 - a. Discuss past meeting presentations
 - b. Finalize a scheme/floor plan to present at next public meeting
3. Design Team reviewed and explained past meeting Power Point design concepts
 - a. Site Analysis
 - i. Pedestrian flow
 - ii. Vehicular flow
 - iii. Combination flow
 - b. Schematic schemes
 - i. Shift (Scheme 1)
 1. First Floor Plan
 - ii. Arc (Scheme 2)
 1. First Floor Plan
 - iii. Compact (Scheme 3)
 1. First Floor Plan
 - c. Finalize Location and Design to One Floor Plan
 - i. Show all locations
 1. Explanations of why each location won't work
 - a. Cons
 - i. Low drainage
 - ii. Future growth a problem in certain locations
 - iii. Existing growth of park concerns
 2. Add North of pool location to slide presentation

4. Design Team presented Shift Scheme Floor Plan
 - a. Shift (Scheme 1)
 - i. Site Plan
 - ii. First Floor Plan (Enlarged)
 - iii. Mezzanine Plan (Enlarged)
 - b. Pros
 - i. Track open to gym and active spaces
 - ii. Synergy between all spaces
 - iii. Opening views to exterior from track
 - iv. Playground location
 - v. Main Entry
 1. Lobby/Control Desk location
 - a. Ability to see everything
 - c. Cons
 - i. Parking for 60 cars is not sufficient
 - ii. Loading/receiving
 - iii. Locker Rooms to be separate from rest rooms
 1. If access from exterior occurs
 - iv. Noise level of support areas
 1. Hallway separates spaces to reduce noise
 2. Noise can and will be handled/controlled
5. Design Team presented Arch Scheme Floor Plan
 - a. Arc (Scheme 2)
 - i. Site Plan
 - ii. First Floor Plan (Enlarged)
 - iii. Mezzanine Plan (Enlarged)
 - b. Pros
 - i. Track open to gym and active spaces
 - ii. Synergy between all spaces
 - iii. Open views to park from track
 - iv. Open views to spaces below
 - v. Playground location
 - vi. Main Entry
 1. Lobby/Control Desk location
 - a. Ability to see everything

c. Cons

- i. Parking for 60 cars isn't sufficient
 - 1. Owner needs 120 parking spots
 - a. Design Team to extend parking as much as possible
- ii. Locker Rooms to be separate from rest rooms
 - 1. If access from exterior occurs
- iii. Noise level of support areas
 - 1. Hallway separates spaces to reduce noise
 - 2. Noise can be handled and controlled
- iv. Kitchen close to wellness
 - 1. Healthy eating and nutrition classes won't happen at this location
- v. Sightline to tennis courts is a general practice
- vi. Large Gym along 25th street
 - 1. Neighborhood view of park blocked by large gym
 - a. Soften the edges – architecturally

6. Design Tem presented Sketchup model

- a. Shift (Scheme 1)
 - i. Nice entry point
 - ii. Views to park
 - iii. Possibly move support to delivery area
 - iv. Approachable atrium area
 - v. Re-digitalize mural to front of building
 - 1. Task lighting
 - vi. Building design embraces park
 - vii. Atrium provides flexibility
 - viii. School groups orient to building
- b. Arc (Scheme 2)
 - i. Likes the exterior art plaza
 - 1. Incorporate into the Shift scheme
 - ii. Visual connection from the street
 - iii. Activity zones are enhanced

7. Design Team opened the floor for comments and questions
 - a. Shift (Scheme 1) – (Owner preferred)
 - i. Likes (Indy Parks & Recreation Team)
 1. Fitness room location
 - a. View to park possibly being all glass
 2. Design makes tennis courts visible from building
 3. Parking lot welcomes people to the building
 4. Digitalized reproduction of Mural relocation idea
 - ii. Dislikes (Indy Parks & Recreation Team)
 1. Gyms must be together (side by side preferred)
 2. Stage location
 3. Parking lot count
 - iii. Solution(s) – Ideas – Comments
 1. Provide sightline to playground from parking
 2. Position gyms slightly away from street if possible
 - a. This would make a strong statement from East 25th Street
 3. Soften edges of building
 4. Provide an extra Multi-Purpose rooms (if possible)
 5. Possibly combine elements from Shift and Arc schemes
 6. Parking lot count
 - a. Create more parking spaces
 - i. Design team to look at creating 90 spaces
 1. Site drainage
 - a. Where?
 7. Bio-swales?
 8. Permeable surfaces?
 - a. Design team to investigate cost estimate of the above solutions/ideas
 - b. Arc (Scheme 2)
 - i. Likes (Indy Parks & Recreation Team)
 1. Overall design
 2. Fitness Room location
 3. Elevated walking/running track over Fitness
 - a. Park view from track
 4. Digitalized reproduction of Mural relocation idea
 - ii. Dislikes (Indy Parks & Recreation Team)
 1. Stage location in Multi-Purpose Room

- 2. Open to Multi-Purpose
 - a. Provide ceiling
- 3. Playground location
- iii. Solution(s) –Ideas – Comments
 - 1. Provide sightline to playground from lobby
 - 2. Provide two Multi-Purpose rooms (if possible)
 - 3. Move stage and storage location to west wall
 - 4. Architectural detailing of wall
 - a. New mural relocation area
- c. Roofs
 - i. Green roofs
- d. Building to be “Green” & sustainable
- 8. Design Team presented options and ideas to preserve existing mural
 - a. Internal reproduced digitalized image (MNI)
 - i. Placement inside the building near lobby area but viewable from the exterior
- 9. Design Team to provide one new schematic design options with changes and comments from meeting
 - a. Move forward with Shift Scheme
 - i. Provide pros and cons for public meeting discussion from residents of the community
 - ii. Provide sketchup model for public meeting viewing
 - 1. Polish it up
 - b. Anticipate questions
 - i. Strong points and counter arguments for surrounding community
 - c. Provide debriefing of new city council men
 - d. Share design intent and sketches with Andre Carson
 - i. Explain schemes are still in the development phases
 - 1. Will help with fundraising
- 10. Next meeting to take place tentatively the week of July 9th, 2012, Time: Date and time: TBD by Owner

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CC:

MEMORANDUM

MEETING NO.	Community Meeting 002	ATTENDEES		
DATE	July 23, 2012	Donald A. Colvin Jr.	Dominic Cornett	
PROJECT	Indy Parks & Recreation Douglass Family Center	Ben Jackson	Beth Krouch	
PROJECT NO.	R11633	John Pearson	Kim Cambell	
PROJECT PHASE	Schematic Design	Janet Jordan	Douglass Family Center Community	
LOCATION	Oasis of Hope Baptist Church - Indianapolis	Miguel Gonzalez	Esop McNair	
PREPARED BY	ENM			

The following items were discussed during the meeting:

1. Introductions
2. Previous community attendees acknowledged
3. Agenda
 - a. Review where we have been
 - b. Discuss past meeting presentations
 - c. Review of program of spaces & Refinements
 - d. Review & critique of alternatives sites in park
 - e. Presentation of two revised concepts
 - f. Determine consensus of design direction
 - g. Discuss next steps
4. Where we have been
 - a. Initial kick-off meeting: June 2011
 - b. Programming with Staff : October 18, 2011
 - c. Public Meeting #1: October 18, 2011
 - d. Functional Organization Workshop: December 6, 2011
 - e. Program Refinement meeting: February 28, 2012
 - f. Site & Organization Workshop: March 20, 2012
 - g. Plan Refinement with Indy Parks Staff: May 23, 2012
 - h. Tonight: Public Meeting #2: July 23, 2012
5. Program Activity Spaces
 - a. Gymnasium – 2 Courts and retractable bleachers
 - b. Fitness – 50 Workout Stations
 - c. Group exercise & Dance Studio

- d. Elevated Track
 - e. Locker Rooms & Family Changing Room
 - f. Program Activity Spaces
 - i. 2 Multi-purpose Rooms + Demonstration Kitchen
 - ii. Arts Room
 - iii. Game Room
 - g. Offices & Support
6. Design Team reviewed and explained past meeting PowerPoint design concepts
- a. Site Analysis
 - i. Pedestrian flow
 - ii. Vehicular flow
 - iii. Combination flow
 - 1. Pedestrian flow
 - 2. Vehicular flow
 - 3. Sun, Wind, and Views to park
 - b. Site Options
 - i. Explanations and re-review of why each alternate location won't work as requested
 - ii. Cons of each studied location were explained
 - 1. Cons
 - a. Low drainage
 - b. Future growth a problem in certain locations
 - c. Existing growth of park concerns
 - d. Children Safety
 - e. Loss of Trees
 - f. Loss of Park functions
 - i. Baseball fields
 - ii. Softball fields
 - g. Loss of parking
7. Design Team presented Finalized & Desired Location and Schematic Design of Floor Plan
- a. Site Plan
 - i. Larger Parking
 - ii. Separation from community/neighborhood
 - iii. Kids supervision from car with parents at Playground
 - iv. Location to make building sit at its highest point for better views of park

- v. Building to be “Green” & sustainable
 - 1. Swales
 - 2. Permeable Pavement options
 - b. First Floor Plan (Enlarged)
 - i. Program spaces explained
 - 1. Pros
 - a. Overall Design
 - b. Synergy
 - c. Flooring options for events to protect wood
 - d. Site line to playground from lobby
 - e. Locker rooms separate from exterior rest rooms
 - f. Kitchen close to wellness
 - i. Healthy eating and nutrition classes won’t happen at this location
 - g. Site Line to tennis courts
 - h. Large gym along 25th Street
 - i. Creates strong presence from 25th Street
 - i. Gyms together (side by side as preferred) and away from street
 - j. Fitness room location
 - k. View to park being all glass
 - l. Tennis courts visible from building
 - m. Parking lot welcomes people to the building
 - n.
- c. Mezzanine Plan (Enlarged)
 - i. Program spaces explained
 - 1. Pros
 - a. Track open to gym and active spaces
 - i. Elevated walking/running track over Fitness
 - b. Cinergy between all spaces
 - c. Opening Views to exterior from track
 - d. Playground location
 - e. Main Entry
 - i. Lobby/Control Desk location
 - ii. Ability to see everything
 - f. Large Gym along 25th street
8. Design Tem presented Sketchup model
 - a. Finalized Schematic Design of Shift Scheme

- i. Materials aren't finalized or fully developed (early design)
 - ii. Nice entry point
 - iii. Views to park
 - iv. Approachable atrium area
 - v. Re-digitalize mural to front of building
 - 1. Task lighting
 - vi. Building design embraces park
 - vii. Atrium provides flexibility
 - viii. Visual connection from the street
 - ix. School groups orient to building
 - x. Green roofs
9. Design Team presented options and ideas to preserve existing mural
- a. Internal reproduced digitalized image (MNI)
 - i. Placement inside the building near lobby area but viewable from the exterior
 - b. Design Team to investigate preserving existing 2nd mural in front of building of Frank Bedford
 - i. Ran for President of The United States in 1944
 - 1. Mural is important to the community
10. Design Team opened the floor for comments and questions
- a. Will Basketball courts be bothered or demolished?
 - i. No
 - b. Will there be a basement?
 - i. No
 - c. Will Design Team incorporate a new shelter for picnics?
 - i. Design Team will investigate further
 - d. Will employees have separate parking?
 - i. TBD
11. Next meeting Date and time: TBD by Owner

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